The Regional English Language Office, Public Affairs Section of the U.S. Embassy in Kyiv, seeks 8 qualified English Teachers to take part in a program of specialized online English-language instruction.

Online Workplace English for Displaced Persons is a 4-month course developed in Ukraine and specifically intended for an audience of Internally Displaced Persons. The course intends to provide displaced persons who have a basic knowledge of English (A2) with (a) increased English skills, specifically in the fields of tourism, business, and entrepreneurship; and (b) Internet Technology skills. The aim is to expand participants' job marketability and lead to more positive integration outcomes.

**Online Instructors** will teach 20 students through the free online educational platform Canvas.

The 4-month course will be offered two times (from November 2015 through February 2016, and March 2015 through June 2016), and Online Instructors are expected to work in both sessions.

Online Instructors will work approximately 20-25 astronomical hours per week.

Online Instructors will receive training from Lead Teachers on the course content and methodology from October 15-31. Lead Teachers will mentor Online Instructors throughout both sessions. An American Specialist in online education will provide additional support through the first session, from October 2015-February 2016.

Online instruction differs a great deal from that of the physical classroom. Much flexibility is required. Students will only remain in the course only as long as they remain invested and feel they are succeeding. The goal of Online Instructors is to retain students in the program by keeping them meeting *their* needs. Since attendance in the course is voluntary and unlinked to any institution, Online Instructors will not rely on grades or testing as principle forms of motivation. Accordingly, the Regional English Language Office seeks Online Instructors who demonstrate flexibility and perseverance.

Online Instructors will have the opportunity to apply for the position of Face-to-Face Teacher. In this additional component of program, we expect to offer one 3-hour English classroom session with students, once per month in several cities of Ukraine's east and south. Depending on the number of participants enrolled, Face-to-Face Instructors may need to teach more than one section, repeating the monthly 3-hour lesson. The announcement will be posted, along with the locations of the face-to-face sessions, in mid-September.

## **ELIGIBILITY REQUIREMENTS**

- English Teaching Degree
- Experience Teaching English as a Foreign Language
- Excellent computer skills and daily Access to internet
- Completed application with Statement

## RECOMMENDED

• Experience with online education platforms (particularly Canvas)

## **SELECTION PROCESS**

Participants will be selected through an open, merit-based competition. Top candidates will be interviewed by the Regional English Language team at the U.S. Embassy.

## **COMPLETE APPLICATION INCLUDES:**

- 1. Curriculum Vitae (in English, no more than one page).
- 2. A Statement (one page) in English expressing your desire to take part in and complete this groundbreaking project, highlighting experience in online learning/teaching, and providing examples of flexibility.
- 3. Completed online Application Form: <a href="https://goo.gl/Ay4hvd">https://goo.gl/Ay4hvd</a>

This program offers instructors an excellent opportunity for professional development, expanding their skill set to include online instruction, with the support of a U.S. Specialist. In addition, Online Instructors will gain personal satisfaction by helping those who have suffered in the conflict in Ukraine. Monthly salary for two 4-month courses will be provided by assisting project implementer through a grant from the U.S. Embassy.

Please complete the online Application Form and email your CV and Statement with the subject line "ONLINE INSTRUCTOR\_YOUR LAST NAME"

by September 20, 2015 to: <a href="mailto:KyivRELO@state.gov">KyivRELO@state.gov</a>

Only successful applicants will be informed about the results of the selection by e-mail **by September 24, 2015** 

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